



Arizona Department of Revenue • Unclaimed Property Section  
PO Box 29026, Phoenix, AZ, 85038-9026

## NEGATIVE REPORT OF UNCLAIMED PROPERTY

Date: M M D D Y Y Y Y	Report Year: Y Y Y Y	Period Covered: M D D Y Y Y Y Y to M D D Y Y Y Y Y
1. Federal ID Number		State of Incorporation (if incorporated):
Entity Name:		Date of Incorporation (if incorporated):
Address:		Y Y Y Y M M D D
City:	State: Zip:	

Sales/Gross Receipts (millions):

Employees:

2. North American Industry Classification System Code (NAICS), 6 digits:

3. Primary business activity \_\_\_\_\_

4. Did you file a report of abandoned property last year? ☐ Yes ☐ No  
If "No", please explain why

\_\_\_\_\_

5. Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

The undersigned declares under penalty of perjury, that to the best of his/her knowledge and belief, the above named entity has no property which would be presumed abandoned under the Arizona Uniform Unclaimed Property Act for the year ending as stated and that he/she is duly authorized to execute this report.

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\_\_\_\_\_

# Instructions for completing a Negative Report of Unclaimed Property

**ADOR FORM**  
**17-2009**

The *Negative Report of Unclaimed Property* applies to entities that have no unclaimed property to report for the required period. If you are unsure about whether or not you fit in this category, contact the Arizona Department of Revenue Unclaimed Property Section at (602) 716-6031, or (602) 716-6032, or (602) 716-6035.

Follow these steps to complete your *Negative Report of Unclaimed Property*. If you have abandoned property to report, please refer to ADOR Form 17-2006, *Unclaimed Property Report*.

1. Enter the entity's federal tax identification number, name and address, and the report year and period covered by the report. Enter the date and state of incorporation (if incorporated). Also enter the approximate sales/gross receipts and number of employees.

To establish your company's reporting schedule, refer to the following table:

Life Insurance Companies	All Other Entities
CALENDAR YEAR REPORTING: <ul style="list-style-type: none"><li>• Due prior to May 1.</li><li>• Report accounts dormant as of December 31<sup>st</sup> of the report year.</li></ul>	FISCAL YEAR REPORTING: <ul style="list-style-type: none"><li>• Due prior to November 1.</li><li>• Report accounts dormant as of June 30<sup>th</sup>.</li></ul> Please refer to chart of property holding periods.

A holder may make a one-time election to annually report the property at the same time it reports its Arizona corporate income.

2. Enter the six-digit NAICS code. To find the code that relates to your business, visit the U. S. Census Bureau website (<http://www.census.gov/epcd/naics02/naicod02.htm>).
3. Write the entity's primary business activity in the available space. This should be similar to the description that relates to your NAICS code.
4. Mark the "Yes" or "No" check box to indicate last year's report status. If you did not file a report last year, contact the Unclaimed Property Section, (602) 716-6031 or (602) 716-6032, to request an extension and a filing deadline.
5. Provide the name of a contact person that can answer questions regarding unclaimed property reports. The person who is duly authorized to execute this report must sign the report.

Mail this completed report to: Arizona Department of Revenue  
Unclaimed Property Section  
PO Box 29026  
Phoenix, AZ 85038-9026